

RICHFIELD PUBLIC SCHOOLS

Health, Safety and Wellness Committee

Meeting Minutes

1.20.2022

Meeting Called to Order: 7:15 a.m. virtually.

Members Present

- Peter Fitzpatrick (Centennial Custodial)
- Daniel Holcomb (IEA Health & Safety)
- Michael Manning (Food Services Director)
- Will Wlizlo (Safe Routes to School Coordinator)
- Craig Holje (Chief Human Resources Admin Officer)
- Luke Sammon (SFM Insurance)
- Darby Swank (Exposure Control Officer, District Nurse)
- Courtney Laduke (Food Services)
- Marta Weirich (Human Resources)
- Carole McNaughton-Commers (Community Education Director)
- Rachael Lenmark (Health Resource Center)
- Tye Michaels (Human Resources Director)
- Eric Carter (School Board Member)

Minutes

REVIEW INCIDENT REPORTS

- A total of 42 injury reports in the 2021 year. There's been 2 injuries so far in 2022. The 21-22 school year has had a total of 28 injuries to date.
- The OSHA 300A Form is to be posted from 2/1 – 4/30.

WORKERS COMPENSATION UPDATE

- 26 Total Reports (Since last meeting in October)
 - 13 Medical Only
 - 12 Incident Only
 - 1 Loss Time (staff tripped over cord)
- Trends (Since last meeting in October)
 - 9 Student related (Combative)
 - 7 slips and falls (3 Winter related)

COVID-19 INFORMATION AND UPDATES

- N95 – The District recently ordered a bulk order of N95 masks for staff.
- The district went to remote learning last Wednesday-Friday.

WELLNESS UPDATE

- Nutrition Services Update – No update at meeting
- Safe Routes to Schools Update

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- Grants!
 - **Received:** ALDI Grocery Store Smart Kids funding of approximately \$2,100 to purchase bicycle safety equipment for students, including helmets and light sets.
 - **Applied:** Office of Traffic Safety funding of approximately \$16,000 to outfit three school buses with stop sign signal arm cameras.
 - **Applied:** MnDOT Boost funding of approximately \$17,000 to purchase, install, and promote new bicycle parking. Bike rack installation will be focused on the RHS complex, but also at some of the other buildings.
 - **Applied:** In partnership with City of Richfield Public Works, MnDOT SRTS Infrastructure funding of approximately \$173,000 to install a sidewalk on 71st Street between 12th Avenue and Elliot Avenue (near the RDL/STEM campus).
 - **Planning:** In partnership with City of Richfield Public Works, MnDOT Demonstration Project Technical Assistance funding to test infrastructure ideas.
- Get ready, Winter Walking Day will be on February 23 this year.

HEALTH & SAFETY UPDATE

- Chemical Hygiene Officer (CHO) Training – Chris Bartlett the new High School CHO and IEA met a couple times last month to go over requirements. Cathy Theisen, the previous High School CHO has also been assisting Chris with the transition.
- Indoor Air Quality Walkthrough 2/22-2/25 – An IEA technician will be out to all buildings to monitor the air in every room and office. The monitoring device will read Temp, Humidity, CO, CO2. The technician will look for any moisture or odor concerns.
- Indoor Air Quality Staff Survey – Dan Kretsinger will send out the survey for anyone to fill out about the air quality in their room/space. While the technician is doing the IAQ walkthrough, they could look for certain concerns that are identified in the survey.
- Compressed Gas Inspections 1/27 – This is an annual requirement by OSHA. IEA will be out next Thursday to conduct inspections on compressed gas cylinders. These are located in maintenance, custodial, boiler rooms, pool area, metal shop, and bus garage. There is no school at the high school so there won't be any interruptions.
- Mock OSHA Inspection 2/17 – Dan and IEA conduct an annual mock OSHA inspection at a few schools each year. This helps prepare the schools for an actual OSHA inspection. We meet with the custodial staff and go through the protocol if there was an actual OSHA inspector on-site.
- Lab Safety Inspections: Eyewash/Shower, Fume Hoods, Science Labs – These inspections occurred last month. Once IEA and Dan have come up with a corrective action list for the items, IEA will send out to the CHOS at the HS and MS. The fume hoods were within recommended face velocity range.

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- Hennepin County Hazardous Waste Report – Last month, Dan and IEA completed the annual waste report for the District. This allows the district to have a hazardous waste generator license. The majority of our waste is old/expired chemicals and paints and used science chemicals.
- Health & Safety Email Concerns – No submissions to review since the last committee meeting. The email address is health-safety@rpsmn.org.
- Safety Suggestion Form – No submissions to review since the last committee meeting. The form is located on the District website under the Facilities page.

FACILITIES UPDATE

- Construction Update – The construction at Central is finishing up. The rest of the schools are working on punch list items. The Transportation building will be under construction from March until June/July. The transportation department will office out of a classroom at Central during the construction.

NEW BUSINESS

- Adult CPR/AED Class – This will be taking place the first Monday of Spring Break at Central.

OPEN DISCUSSION

- None

NEXT MEETING: THURSDAY, MARCH 17TH

LOCATION: TBD

TIME: 7:15 AM